



MANCHESTER TOWNSHIP

STORMWATER MANAGEMENT PERMIT APPLICATION

If you, as a property owner, are planning any construction, improvement or earth disturbance activity that is deemed by Manchester (Township) to impact the stormwater runoff leaving your property, then you must comply with Stormwater Management Ordinance No. 2022-06. Completion of this form is required for the issuance of all building and zoning permits.

Stormwater Permit# _____
Associated Building/Zoning Permit# _____

Step 1: Complete the Project Information

Property Owner:
Property Address:
Phone Number:
Email Address:

Proposed Improvement (Please provide information regarding size, type, distance from property lines and existing site features, etc. Attach any manufacturer's sheets or other information related to the proposed development):

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Have any other exterior improvements been completed on the property since July 10, 2012? If so, please list the projects and permit numbers: **YES** or **No** (Circle One)

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Step 2: Provide Sketch Plan of Property

The plan must show property lines, existing improvements and proposed improvements, and the square footage of all existing impervious surfaces. Please indicate which direction the property slopes and provide detailed drainage information for proposed improvements (roof breaks, gutters, downspout locations, etc. **(Sample included in the Small Project's Guide).**

Sketch Plan Provided

Step 3: Summarize Proposed Impervious Area

- New Pavement (parking area, driveway, patio) _____ ft²
- New Building (shed, garage, addition) _____ ft²
- Sidewalk or Patio (concrete, brick, pavers) _____ ft²
- Removal of existing impervious area _____ ft²
- Changing the ground surface/cover (clearing a wooded lot, converting a meadow area to yard _____ ft² (Contact Municipal Engineer)
- Farming activities (not new building or impervious) – If in compliance with Chapter 102, are exempt from formal submission.
- Timber activities – If in compliance with Chapter 102, exempted from formal submission.

Applicant Name:	Date:
Signature:	

Step 4: Confirm permit requirements with Township staff

Municipal Use Only:

- Amount of Regulated Impervious Area installed since July 10, 2012, for which fee-in-lieu-of exemption was utilized: _____ ft² (Copy previous permit)
- New Regulated Impervious Area to be added _____ ft²
- Impervious Area to be removed _____ ft²

TOTAL REGULATED IMPERVIOUS AREA (A + B – C) _____ ft²

Municipal Determination:

Total Regulated Impervious Area is 500 ft² or less.

- Regulated activity may be fully exempt, and a fee-in-lieu-of may be paid.
\$ _____ / ft² regulated impervious area = \$ _____



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Total Regulated Impervious Area is greater than 500 ft² but less than 2,000 ft²

- Applicant required to manage the stormwater impacts created by the new proposed impervious area. Applicant to use facilities outlined in the Manchester Township Small Projects Guide to achieve required volume reduction. Consultation and review by the Township Engineer will be required if deemed necessary by Township staff. All costs associated with consultation and review by the Township Engineer will be at the expense of the applicant and will be due prior to permit issuance.
- Projects in this area category are exempted from peak rate control and the submission of Stormwater Management Site Plan as long as the proposed improvement is consistent with the Township Small Projects Guide. The applicant may be exempt from installing a stormwater management facility if the project qualifies as a Disconnected Impervious Area as defined in Appendix B of the Ordinance.

Total Regulated Impervious Area 2,000 ft² or greater

- Stormwater Management Site Plan is required to be submitted by a qualified professional. Applicant is required to sign and record a Stormwater Operation and Maintenance and Right-Of-Way Agreement as contained in Appendix A of the Stormwater Management Ordinance. This plan will require an engineering and ordinance review by the Township Engineer.
- Regulated impervious areas totaling between 2,000 ft² and 5,000 ft² may still qualify for the peak rate control exemption if the criteria for a Disconnected Impervious Area under Appendix B of the Stormwater Management Ordinance is met. Each 500 sq. ft. of impervious area must flow to a separate flow path of at least 75 linear feet.

Project Requires Submission of a Land Development Plan

- Stormwater management approval will be covered under the approval of a Land Development Plan. Approval of stormwater management will follow Township Land Development processes and timelines. This application is not to be utilized for this situation.

Municipal Official

Signature

Date

Step 5: Township Staff Consultation

Review of this form will allow the Zoning Officer to determine what the requirements of the Stormwater Management Ordinance apply to your project. The Zoning Officer will contact you at the phone number or email address indicated above once the internal review has been completed. You may be asked to return to the Township Office to discuss the requirements and finalize the application.



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Step 6: Approval (Municipal Use Only)

- Approved Use of Small Project's Guide
- Approved Stormwater Management Site Plan (Township Engineer approval received)

Step 7: Property Owner/Applicant Certification

Please read, sign, and date the application below to acknowledge and accept the requirements (including construction requirements and associated administrative items) outlined by the Zoning Officer.

I understand and agree to the following:

1. I will be required to construct all improvements and associated stormwater management facilities in accordance with the approved plans and details.
2. Any exemption, permit, or authorization issued or approved based on false, misleading, or erroneous information provided by an applicant is void without the necessity of any proceedings for revocation. Any work undertaken or use established pursuant to such permit or other authorization is unlawful. No action may be taken by a board, agency, or employee of the Township purporting to validate such a violation.
3. Upon presentation of proper credentials, the Township may enter at reasonable times upon any property to inspect the condition of the stormwater structures and facilities regarding any aspect regulated by this Ordinance.
4. Proper management of stormwater runoff associated with this permit is the responsibility of the property owner.

Applicant Name (Printed)

Signature

Date